

**ORDINANCE NO. \_\_\_\_\_**

An ordinance adding Article 13 to Chapter 6 of Division 5 of the Los Angeles Administrative Code to establish the Certified Access Specialist Certification and Training Fund.

**WHEREAS**, Government Code Section 4467 provides that on and after January 1, 2018, through December 31, 2023, the applicant for a new or renewed local business license or equivalent instrument or permit shall pay the City an additional fee of four dollars (\$4.00), and that on and after January 1, 2024, the fee is reduced to one dollar (\$1.00);

**WHEREAS**, Government Code Section 4467 provides that the collected funds are to be used for increased certified access specialist training and certification and are to be deposited into a special fund known as the "Certified Access Specialist Certification and Training Fund"; and

**WHEREAS**, Government Code Section 4467 further provides that of the collected the funds, the City is authorized to retain a set percentage for specified purposes, but also is required to transmit a specified percentage to the Division of the State Architect for deposit in the Disability Access and Education Revolving Fund.

**NOW, THEREFORE,**

**THE PEOPLE OF THE CITY OF LOS ANGELES  
DO ORDAIN AS FOLLOWS:**

Section 1. A new Article 13 is added to Chapter 6 of Division 5 of the Los Angeles Administrative Code to read as follows:

**CHAPTER 6, ARTICLE 13**

**CERTIFIED ACCESS SPECIALIST CERTIFICATION AND TRAINING FUND**

**Sec. 5.121.13. Creation and Administration of Fund.**

(a) There is created and established a special fund within the Treasury of the City of Los Angeles to be known as the Certified Access Specialist Certification and Training Fund ("**Fund**").

(b) For purposes of this article, certain words and phrases are defined as follows:

**Certified Access Specialist ("CASp").** Any person who has been certified pursuant to Government Code Section 4459.5.

**Department of Building and Safety ("Department").** The Department within the City of Los Angeles described in Section 22.12 of the Los Angeles Administrative Code.

**Office of Finance.** The Office within the City of Los Angeles described in Section 300 of the Los Angeles City Charter.

(c) All monies received by the Office of Finance from the following sources shall be deposited into the Fund:

1. Fees received pursuant to Government Code Section 4467 for the application or renewal of a business license or equivalent instrument or permit.

(d) The Fund shall be administered by the General Manager of the Department of Building and Safety ("General Manager") or designee. The General Manager shall report to the City Council and Mayor regarding receipts and expenditures of the Fund. The reporting shall be done on a periodic basis and cover at least one quarter of the fiscal year with the first quarter being July through September. A year-end report also shall be done, which shall be submitted within 90 days after the close of the fiscal year. Unencumbered funds remaining in the Fund at the end of any fiscal year shall not revert to the Reserve Fund.

(e) The City shall retain, or transmit to the Division of the State Architect for deposit to the Disability Access and Education Revolving Fund established under Government Code Sections 4465, the percentage of collected fees specified in Government Code Section 4467.

(f) The fees retained by the City in the Fund shall be used for the purposes and priorities specified by Government Code Section 4467. Appropriations will be established by an expenditure plan through the annual budget process. A percentage of the fees retained by the City in the Fund may be used for related administrative costs of Government Code, Division 5, Chapter 7.5, as specified in Government Code Section 4467.

(g) Both the Department and Office of Finance shall be responsible for maintaining records relating to the Fund.

(h) All interest or other earnings attributable to money in the Fund shall be credited to the Fund and shall be devoted to the purposes set forth in this section.

(i) No expenditure may be made from this Fund without the prior approval of the General Manager or a duly authorized representative.

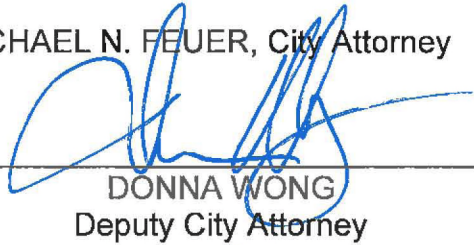
(j) The Mayor is authorized to transfer money among accounts that may be established within the Fund in an amount not to exceed \$50,000 per account per purpose in any one fiscal year.

Sec. 2. The City Clerk shall certify to the passage of this ordinance and have it published in accordance with Council policy, either in a daily newspaper circulated in the City of Los Angeles or by posting for ten days in three public places in the City of Los Angeles: one copy on the bulletin board located at the Main Street entrance to the Los Angeles City Hall; one copy on the bulletin board located at the Main Street entrance to the Los Angeles City Hall East; and one copy on the bulletin board located at the Temple Street entrance to the Los Angeles County Hall of Records.

Approved as to Form and Legality

MICHAEL N. FEUER, City Attorney

By

  
DONNA WONG  
Deputy City Attorney

Date

April 2, 2019

File No. 17-0600-S114

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The Clerk of the City of Los Angeles hereby certifies that the foregoing ordinance was passed by the Council of the City of Los Angeles.

CITY CLERK

MAYOR

Ordinance Passed \_\_\_\_\_

Approved \_\_\_\_\_